



## **CHOLSEY PRE-SCHOOL POLICIES**

**Policy Name – Personal and General Hygiene**  
**Policy Number – CPS310**

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## Policy Statement

Hygiene is taken very seriously at Pre-School. We ensure the utmost cleanliness in our setting to prevent contamination or illness. Children are taught and encouraged to manage their own personal hygiene under the supervision of staff. Waste management is in line with the school policies because Pre-School use the same waste disposal management systems.

## Promoting Personal Hygiene

All children are encouraged to wash their hands after using the toilet, outdoor or messy activities and before/after eating.

- Soap and paper towels are easily accessible to children in the toilet area.
- Children should be allowed time for some play as they explore the water and the soap.
- Anti-bacterial hand wash liquid or soap should not be used for young children; young skin is quite delicate and anti-bacterial products kill off certain good bacteria that children need to develop their own natural resistance to infection.

## Nappy Changing and Toilet Training

No child is excluded from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or the equivalent.

We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

We provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained.

- Children from two years should normally wear pull ups, or other types of trainer pants, as soon as they are comfortable with this and with the agreement of their parents.
- Key persons undertake changing children in their key groups; back up key persons change them if the key person is absent.
- Changing areas are warm with safe, clean areas to lay children.



- Each child has their own bag to hand with their nappies/pull ups and changing wipes.
- Gloves and aprons are worn by staff before changing starts. The changing mat and area is cleaned between uses.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- Key persons ensure that nappy changing is relaxed and a time to promote independence in young children.
- Children are encouraged to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- Key persons are gentle when changing; they avoid pulling faces and making negative comments about 'nappy contents'.
- Key persons do not make inappropriate comments about children's genitals when changing their nappies.
- Older children access the toilet when required are encouraged to be independent.
- Nappies and pull ups are disposed of hygienically. The nappy or pull up is bagged and put in the bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are either disposed of or bagged for the parent to take home.
- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect and would be a disciplinary matter.
- We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgement of adults.

## Waste Management

- All bins are emptied twice daily and are cleaned regularly.
- All waste products are disposed of in the appropriate general or recycling bin within Pre-School and then transferred to the school external bins.
- All food waste generated during the day is disposed of in the food recycle waste bins.
- Any uneaten packed lunch food is returned home with the children to show



parents and carers what has been consumed.

- Children are encouraged to use the bins while tidying up.
- A bin for waste paper from washing hands is also available in the toilet area.

## Cleanliness

- The Pre-School premises are cleaned at the end of each day by staff and checked again before the commencement of the morning session. All carpets are vacuumed; floors mopped and are dry before the start of each session.
- Throughout the day staff monitor the cleanliness of the setting and after each activity or meal the surfaces are cleaned thoroughly. Please refer to General Safety policy, CP206 for details of storage of cleaning chemicals.
- Outdoor areas are checked daily for excess leaves, sticks or rubbish that may have blown into the setting out of hours. The sandpit is monitored daily for cleanliness and sand replaced annually by a joint venture between the school and Pre-School.
- All toys and clothing (forest school outfits) are cleaned on a regular and rotational basis.
- All toys and surfaces are disinfected as soon as a contagious illness is reported.

## Cleanliness during an UK epidemic or Pandemic

- If Pre-School is alerted to a UK epidemic or a global Pandemic, we will act on the advice given to us by the Local Authorities or by Government.
- If the nature of the Epidemic or Pandemic requires a deeper level of cleaning Pre-School will adapt the above accordingly to the guidelines set out and have them available to view.
- If Pre-School is required to close for a full deep clean all Parents/Carers will be notified by Email or Telephone call.



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